Board of Commissioners Meeting Memorandum

Date: August 6,2007

From: Rebecca Carter, Director of Regulatory Compliance

Subject: BROWN MACKIE COLLEGE - INDIANAPOLIS & MERRILLVILLE

NEW DEGREE APPLICATIONS

Staff Recommendation

The commission staff recommends that Brown Mackie College – Indianapolis and Merrillville be granted the authority to award the Associate of Applied Science degree in the following program with the stipulation that the Indianapolis campus submits the Instructor Qualification Record forms and supportive documentation for each faculty member prior to the start date of the program:

AAS – Occupational Therapy Assistant

Background Information

Brown Mackie College is nationally accredited by the Association of Independent Colleges and Schools.

The program consists of 100 quarter-credit hours of training and a minimum of 75% of the courses are in the Specialty; and the faculty meets the criteria as stipulated in 570 IAC 1-10.1-4

Supportive Documentation

- 1. Degree Applications
- 2. Instructor Qualification Record Forms



DEGREE APPLICATION

(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution	Brown Mackie College - Indianapolis						
Name of Program	Occupational Therapy Assistant						
Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.)							
Name of Person Preparing this I	Form Michelle She	eperd, OTR, Prog	ram Director				
Telephone Number	574-237-0774	<u>Applicat</u>	ion Type				
Date the Form was Prepared _	July 23, 2007	⊠ New	Renewal				
I. PROGRAM OBJECTIVES: I explain how it is structured in The Occupational Therapy Assis	order to accomplish the objection	ectives.					
practice, and professionalism ne							
therapy assistant. The objective	of the program is to train the s	student to adminis	<u>ster</u>				
occupational therapy treatments, under the direction of an occupational therapist, to individuals							
who have lost functional abilities							
graduate for the National Board	for Certification Occupational T	herapy (NBCOT) Certification				

Examination for occupational therapy assistants. The basic sequencing of occupational therapy courses, which combine classroom lecture, laboratory, and clinical experiences, is supplemented with general education to enhace the student's versatility and effectiveness in the occupational therapy profession.

II. <u>PROGRAM STRUCTURE</u>: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PRO	GRAM:	Occupational Th	erapy Assistant			
TOTAL COURS	E HOURS:	100	Check one:	Quarter l	lours	
				Semester	Hours	
				Clock Ho	urs	
LENGTH OF PR	ROGRAM:	24 Months	TUITION:	\$28,012.0	0	
SPECIALTY CO	OURSES:					
Course <u>Number</u>	Course <u>Title</u>				Course <u>Hours</u>	
BI 1361	Anatomy a	nd Physiology			4	
CF 1100	Profession	al Development			4	
MC 1150	Introductio	n to Microcomputer	S		4	
ME 1110	Medical Te	rminology			4	
MT 1770	College Ma	athematics	·		4	
OT 1010	Introduction	n to Occupational T	herapy		4	
OT 1115	Therapeuti	c Media			4	
OT 1215	Functional	Anatomy I			4	
OT 1315	Functional	Anatomy II			4	,
OT 1510	Intervention	n in Pediatrics and A	Adolescents		4	
OT 1560	Intervention	n in Physical Rehab	ilitation		3.	
OT 1600	Fieldwork I				1	
OT 2150	Intervention	ı in Neurological Re	habilitation		4	
OT 2465	Intervention	in Mental Health			4	
OT 2470	Intervention	in Geriatrics			4	
OT 2990	Fieldwork II	-A	·	-	10	
OT 2991	Fieldwork II	-B	·		10	
	·		·			,

SPECIALTY COURSES: Course Course Course <u>Number</u> Title <u>Hours</u> **GENERAL EDUCATION / LIBERAL ARTS COURSES:** Course Course Course Number Title **Hours** *Effective Public Speaking CM 1200 *Composition I EN 1101 4 EN 1102 *Composition II 4 EN 2000 *Introduction to Literature PS 1200 *Principles of Psychology 4 SO 1200 *Principles of Sociology Number of Credit/Clock Hrs. in Specialty: 76 Percentage: 76% Number of Credit/Clock Hrs. in General Courses: Percentage: 25% If applicable:

Percentage:

Number of Credit/Clock Hrs. in Liberal Arts:

- III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.
- 1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

 At the initial stage, one professional Librarian who holds an M.L.S. degree will be hired
 to establish the Library and start collection development. Depending on needs in
 servicing the BMC academic community, additional staff will be hired, either full time or
 part time, to ensure adequate access and quality services to patrons. Library hours will
 be established once the library officially opens.
- 2. Number of volumes of professional material:

Please SEE attached Brown Mackie College - Indianapolis Library Start-Up Plan

- 3. Number of professional periodicals subscribed to:

 Please SEE attached Brown Mackie College Indianapolis Library Start-Up Plan
- 4. Other library facilities in close geographical proximity for student access:

 Marion County: Indianapolis Marion County Public Library; Boone County: Hussey –

 Mayfield Memorial Public Library, includes Zionsville; Hamilton County: Carmel Clay

 Public Library, Hamilton East Public Library, includes Noblesville and Fishers, and

 Westfield Public Library. Local colleges that the students will also have access to

 include Butler University, Indiana Univerity Purdue University Indianapolis (IUPUI), and
 the University of Indianapolis.

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

Doc.: degreappform.doc

**** Brown Mackie College – Indianapolis
Faulty IQR's and Transcripts will be submitted for all instructors hired before the start date of the program.

IV. <u>FACULTY</u>: Attach completed Instructor's Qualification Record for each instructor. ** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.

Total # of Faculty in the Program:	Full-time:	Part-time:	
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Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

List Faculty Names	Degree or Diploma	# Years of Working Experience	# Years Teaching at Your	# Years Teaching at	Checl Full-	k one:
(Alphabetical Order)	Earned	in Specialty	School	Other	time	time
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			W-14 W.L.			
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		d				-

DEGREE APPLICATION

(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution	Brown Mackie College - Merrillville						
Name of Program	Occupational Therapy Assistant						
Level of Degree (AAS, AS, AA, E	BAS, BA, BS, MBA, MAS, MA	A, MS, Ph.D.)	AAS				
Name of Person Preparing this F	orm Michelle She	eperd, OTR, Prog	ram Director				
Telephone Number	574-237-0774	<u>Applicat</u>	ion Type				
Date the Form was Prepared _	July 23, 2007	⊠ New	☐ Renewal				
I. PROGRAM OBJECTIVES: D	escribe what the program i	s designed to ac	hieve and				

explain how it is structured in order to accomplish the objectives.

The Occupational Therapy Assistant program provides the student with the knowledge, skills, practice, and professionalism necessary to obtain an entry-level position as an occupational therapy assistant. The objective of the program is to train the student to administer occupational therapy treatments, under the direction of an occupational therapist, to individuals who have lost functional abilities due to illness, injury, or disease. This program will prepare the graduate for the National Board for Certification Occupational Therapy (NBCOT) Certification Examination for occupational therapy assistants. The basic sequencing of occupational therapy courses, which combine classroom lecture, laboratory, and clinical experiences, is supplemented with general education to enhace the student's versatility and effectiveness in the occupational therapy profession.

II. <u>PROGRAM STRUCTURE</u>: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROC	GRAM:	Occupational Th	nerapy Assistant		1	ı
TOTAL COURSE	E HOURS:	100	Check one:	Quarter l	Hours	\boxtimes
			<u>-</u>	Semester	Hours	
				Clock Ho	urs .	
LENGTH OF PR	OGRAM:	24 Months	TUITION:	\$28,012.0)0	
SPECIALTY CO	<u>URSES</u> :					
Course <u>Number</u>	Course <u>Title</u>				Course <u>Hours</u>	
BI 1361	Anatomy a	and Physiology			4	
CF 1100	Profession	al Development			4	-
MC 1150	Introductio	n to Microcompute	rs		4	
ME 1110	Medical Te	erminology			4	
MT 1770	College Ma	athematics	÷		4	
OT 1010	Introductio	n to Occupational ⁻	Therapy		4	
OT 1115	Therapeut	c Media			4	
OT 1215	Functional	Anatomy I			4	
OT 1315	Functional	Anatomy II			4	
OT 1510	Interventio	n in Pediatrics and	Adolescents		4	
OT 1560	Interventio	n in Physical Reha	bilitation		3	
OT 1600	Fieldwork I				1	
OT 2150	Intervention	n in Neurological R	ehabilitation		4	
OT 2465	Intervention	n in Mental Health			4	
OT 2470	Intervention	n in Geriatrics			4	
OT 2990	Fieldwork I	I-A			10	
OT 2991	Fieldwork I	I-B			10	
			•			
		· · · · · · · · · · · · · · · · · · ·				

SPECIALTY COURSES: Course Course Course Number Title <u>Hours</u> **GENERAL EDUCATION / LIBERAL ARTS COURSES:** Course Course Course Number **Title** <u>Hours</u> CM 1200 *Effective Public Speaking EN 1101 *Composition I 4 EN 1102 *Composition II 4 EN 2000 *Introduction to Literature 4 PS 1200 *Principles of Psychology 4 SO 1200 *Principles of Sociology 4 Number of Credit/Clock Hrs. in Specialty: 76 Percentage: 76% 25% Number of Credit/Clock Hrs. in General Courses: 24 Percentage: If applicable:

Percentage:

Number of Credit/Clock Hrs. in Liberal Arts:

III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.

1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

Brown Mackie College Library is located on the main level of the school. The library's hours are:

	Monday	8:30 am - 10:00 pm
-	Tuesday	8:30 am - 10:00 pm
	Wednesday	8:30 am - 5:00 pm
	Thursday	8:30 am - 10:00 pm

Brown Mackie College - Merrillville has a full-time librarian on staff. The Director of Library Services has a Graduate Certificate in Library Science from Indiana University Purdue University of Indianapolis and is currently pursing a Masters degree in Library Science from Indiana University Purdue University of Indianapolis (IUPUI). She holds a Library License in the State of Indiana and is a member of the American Library Association.

2. Number of volumes of professional material:

In the Brown Mackie College – Merrillville library, there are 2782 volumes including 431 videos/DVDs and 362 reference materials.

3. Number of professional periodicals subscribed to:

The library currently subscribes to 34 periodicals and 5 newspapers along with Inspire for online periodicals and journals.

4. Other library facilities in close geographical proximity for student access:

In close proximity to Brown Mackie College Library is the Lake County Reference Library in Merrillville, IN., Indiana University Northwest, in Gary, IN., Purdue University,

Calcumet Campus in Hammond, IN and Pudue University North Central Campus in Westville, IN.

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

Doc.: degreappform.doc

IV. <u>FACULTY</u>: Attach completed Instructor's Qualification Record for each instructor.

** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.

Total # of Faculty in the Program:	10	Full-time:	10	Part-time:	0
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Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

List Faculty Names	Degree or	# Years of Working	# Years Teaching	# Years Teaching	Check	one:
(Alphabetical Order)	Diploma Earned	Experience in Specialty	at Your School	at Other	Full- time	Part- time
Curry, Sandra	M.A.	7	6	1	Х	
Falbo, Robert	B.S.	24	8	0	Х	
Freeman-Cambell, Wendy	M.A.	. 4	4	0	Х	
Hartzler, Roger	B.A.	17	8	9	Х	
Hickman, Christine	B.S.	6	6	0	Х	
Kamaski-Buck, Jillian	J.D.	7 .	1	6	Х	
Lambert, Karenza	M.A.	1	1	. 0	Х	
Sebestyen, Jan	M.A.	10	5	5	X	
Williams, Donna	M.A.	5	3	2	Х	
Wojnaroski, Amy	B.S.	2	1	1	Х	
	,					
	,					
					•	
, .						

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Sandra

NAME:

Curry

(Last)		(First)	(Middle)				
NAME OF INSTITUTI	ON: BROWN	BROWN MACKIE COLLEGE - MERRILLVILLE					
	Nomacas	Course Tourist					
Principles of Payabala		Courses Taught:					
Principles of Psycholo	•						
Principles of Sociology	/ (SO 1200)						
Source of		Area or Cubicot of	Period of	Attendance			
Training/Education	Location	Area or Subject of Training/Education	From:	To:			
Valparasio University	Valnoracio Indiana						
	Valparasio, Indiana	Liberal Arts, Masters	1997	1999			
Calumet College	Whiting, Indiana	English/Pyschology BA	1994	1997			
· ·							
Applicable		Exact Nature of	Employme	nt Period			
Experience	Location	Experience	From:	To:			
Brown Mackie College	NA			10.			
Indiana Unversity	Merrillville, Indiana	Psychology Instructor	2001	present			
Northwest Ivy Tech Community	Indiana	English Instructor	2001	present			
College	Gary, Indiana	English, Online	2001	present			
DeVery University		English instructor	2000	2006			

INSTRUCTOR'S QUALIFICATION RECORD

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Please TYPE the form.

	raibo		Robert		
	(Last)		(First)	(Middle)	
NAME OF IN	STITUTI	ON: Brown M	ackie College-Merrillville		
•					
		Names o	f Courses Taught:		
Introduction to	o Psycgh	ology			
Criminal Inve					
			M-1		
	<u></u>				
Source of			_	Period of	Attendance
		1	Aron or Cubicot of	1 01104 017	Attenuance
Training/Edu	cation	Location	Area or Subject of Training/Education	From:	To:
1	****	Location Westville, IN		From:	То:
Training/Edu	y Central	Westville, IN	Training/Education Management/Supervision- Bachelor of Science Criminology-Business of	From: 1979	To: 1981
Training/Edu Purdue Universit	y Central	· · · · · · · · · · · · · · · · · · ·	Training/Education Management/Supervision- Bachelor of Science	From:	То:
Training/Edu Purdue Universit	y Central	Westville, IN	Training/Education Management/Supervision- Bachelor of Science Criminology-Business of	From: 1979	To: 1981
Training/Edu Purdue Universit	y Central	Westville, IN	Training/Education Management/Supervision- Bachelor of Science Criminology-Business of	From: 1979	To: 1981
Purdue Universit	y Central	Westville, IN	Training/Education Management/Supervision- Bachelor of Science Criminology-Business of	From: 1979 1971	To: 1981 1973
Purdue Universitus Indiana State Universitus Applicable	y Central	Westville, IN Terre, Haute, IN	Training/Education Management/Supervision- Bachelor of Science Criminology-Business of Science Exact Nature of	From: 1979	To: 1981 1973
Purdue Universit	y Central	Westville, IN	Training/Education Management/Supervision- Bachelor of Science Criminology-Business of Science	From: 1979 1971	To: 1981 1973
Purdue Universitus Indiana State Universitus Applicable	y Central iversity	Westville, IN Terre, Haute, IN	Training/Education Management/Supervision- Bachelor of Science Criminology-Business of Science Exact Nature of Experience	From: 1979 1971 Employme From:	To: 1981 1973 Int Period To:
Purdue Universitudiana State Universitudiana	y Central iversity	Westville, IN Terre, Haute, IN Location	Training/Education Management/Supervision- Bachelor of Science Criminology-Business of Science Exact Nature of Experience Adjunct Faculty Instructor Quality Method	From: 1979 1971 Employme From: 1999	To: 1981 1973 Int Period To: present
Purdue University Indiana State University Applicable Experience	y Central iversity	Westville, IN Terre, Haute, IN Location	Training/Education Management/Supervision- Bachelor of Science Criminology-Business of Science Exact Nature of Experience Adjunct Faculty Instructor	From: 1979 1971 Employme From:	To: 1981 1973 Int Period To:
Purdue Universitudiana State Universitudiana	y Central iversity bllege	Westville, IN Terre, Haute, IN Location	Training/Education Management/Supervision- Bachelor of Science Criminology-Business of Science Exact Nature of Experience Adjunct Faculty Instructor Quality Method	From: 1979 1971 Employme From: 1999	To: 1981 1973 Int Period To: present

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

NAME:		-Campbell	Wendy	N/A	
	(Last)		(First)	(Middle)	
NAME OF	INSTITUTIO	ON: Brown M	ackie College - Merrillville		
		Names o	of Courses Taught:		
Business C	ommunicat	ion			
Psychology					
			•		
***************************************					·····
	-	1			
Source of			Area or Subject of	Period of	Attendance
Training/E	ducation \	Location	Training/Education	From:	To:
Portland State	University	Portland, OR	Public Administration	1998	2003
Portland State	University	Portland, OR	Psychology	1984	1988
		/			
Applicable			Exact Nature of	Employme	nt Period
Experience		Location	Experience	From:	To:
Training Semi	nar	Portland, OR	Grad Assitant, Student Teacher Research	1998	currently
			1		

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include all training/education applicable to current teaching assignments. This form will not be processed unless all supportive documentation required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

NAME:

NAME:	Hartzler		Roger		
((Last)		(First)	(Middle)	
NAME OF IN	STITUTI	ON: Brown Ma	ackie College-Merrillville		
		Names of	Courses Taught:		
Word Process	sing				
Introduction to	o Microco	omputers			
			·		
,		İ	·	1	
Source of			Area or Subject of	Period of A	Attendance
Source of Training/Educ		Location	Area or Subject of Training/Education	Period of A	Attendance To:
Training/Educ Indiana University Northwest/ Accou	y Inting	Location Gary, IN	Training/Education	From:	То:
Training/Educ	y Inting	Gary, IN	Training/Education Bachelor	From: 1979	To:
Training/Educ Indiana University Northwest/ Accou Heston College/L Arts Arizona State	y ınting iberal	Gary, IN Heston, KA	Training/Education Bachelor Associates	From: 1979 1962	To: 1981 1966
Training/Educ Indiana University Northwest/ Accou Heston College/L Arts	y ınting iberal	Gary, IN	Training/Education Bachelor	From: 1979	To:
Training/Educ Indiana University Northwest/ Accou Heston College/L Arts Arizona State	y ınting iberal	Gary, IN Heston, KA	Training/Education Bachelor Associates	From: 1979 1962	To: 1981 1966
Training/Educ Indiana University Northwest/ Accou Heston College/L Arts Arizona State University/Adv.Te	y ınting iberal	Gary, IN Heston, KA	Training/Education Bachelor Associates Certificate in Technology	From: 1979 1962	To: 1981 1966 1975
Training/Educ Indiana University Northwest/ Accou Heston College/L Arts Arizona State	y ınting iberal	Gary, IN Heston, KA	Training/Education Bachelor Associates	From: 1979 1962 1973 Employme	To: 1981 1966 1975 nt Period
Indiana University Northwest/ Accou Heston College/L Arts Arizona State University/Adv.Te	y unting iberal echnology	Gary, IN Heston, KA Tempe, AZ	Training/Education Bachelor Associates Certificate in Technology Exact Nature of Experience	From: 1979 1962 1973 Employme From:	To: 1981 1966 1975 nt Period To:
Training/Educe Indiana University Northwest/ Account Heston College/L Arts Arizona State University/Adv.Te	y unting iberal echnology	Gary, IN Heston, KA Tempe, AZ Location Merrillville, IN	Training/Education Bachelor Associates Certificate in Technology Exact Nature of Experience Adjunct Faculty Instructor	From: 1979 1962 1973 Employme From: 1999	To: 1981 1966 1975 nt Period To: present
Indiana University Northwest/ Accou Heston College/L Arts Arizona State University/Adv.Te Applicable Experience Brown Mackie Col	y unting iberal echnology	Gary, IN Heston, KA Tempe, AZ Location	Training/Education Bachelor Associates Certificate in Technology Exact Nature of Experience	From: 1979 1962 1973 Employme From:	To: 1981 1966 1975 nt Period To:

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include all training/education applicable to current teaching assignments. This form will not be processed unless all supportive documentation required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Christine

NAME:

Indiana State University

Hickman

(Last)		(First)	(Middle)	
NAME OF INSTITUTION	ON: BROWN M	ACKIE COLLEGE - MERF	RILLVILLE	
	Names of	Courses Taught:		
Introduction to Literatu	re			
Business Communicat	ions			
			Davie I of	
Source of Training/Education	Location	Area or Subject of Training/Education	From:	Attendance To:
Purdue Calumet University	Hammond, Indiana	Education, Licensure	08/2004	05/2006
Indiana State University	Terre Haute, Indiana	English, BS	08/1997	12/2000
Purdue Calumet University	Hammond, Indiana	General	08/1994	05/1996
Applicable		E	Employme	nt Period
Experience	Location	Exact Nature of Experience	From:	To:
Brown Mackie College	Merrillville, Indiana	Instructor	01/2001	present
Kouts Middle School Interlocal		Paraprofessional, assist teacher	01/2005	12/2005
Luke Oil		Clerk, assist customers	06/1998	04/2002

Night Host/Mail Clerk,

assist students

08/1997

12/2005

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

NAME:	Kamaski	-Buck	Jillian		
_	(Last)		(First)	(Middle)	
NAME OF IN	NSTITUTI	ON: Brown Mac	kie College - Merrillville		
		Names of (Courses Taught:		
American Co	nstitution	al Law	·		
Business Lav	N				
	·				
·				:	
Source of Training/Edu	ication	Location	Area or Subject of		Attendance
Valparaiso Unive		Location	Training/Education	From:	To:
School of Law		Valparaiso Indiana	Jurisdoctorate, Law	2003	2006
Saint Mary's Col	logo	Notro Domo, Indiana	BA, Mathematics &		
Cant Mary's Cor	iege	Notre Dame, Indiana	SecondaryEducation	1999	2003
3	-			·	
Applicable			Exact Nature of	Employme	nt Period
Experience		Location	Experience	From:	То:
Teacher - Sylvan Center		Merrillville, Indiana	Taught math, reading,	2004	2004
Center Student Teacher Mishawaka High	- School		· · · · · · · · · · · · · · · · · · ·		
Center Student Teacher	- School er -	Merrillville, Indiana	Taught math, reading, study skills, and SAT prep Prepared Lessons &	2004	2004

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

NAME:

Albanese Confectionery

Lambert

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Karenza

(Last)		(First)	(Middle)	
NAME OF INSTITUT	ION: BROWN N	MACKIE COLLEGE - MERR	RILLVILLE	
	Names of	Courses Taught:		
Medical Ethics		oouroo raagna		
Ethics				
Business Communica	tions			
		·		
		,	W	
		-	H-11.	
Source of		Area or Subject of	Period of A	Attendance
Training/Education	Location	Training/Education	From:	To:
Purdue University	Hammond, Indiana	Communication, Masters	1997	2000
Purdue Unversity	Hammond, Indiana	Communication, Bachelors	1992	1997
Applicable		Exact Nature of	Employment Period	
Experience	Location	Experience	From:	To:
Brown Mackie College	Merrillville, Indiana	Theory nstructor	04/2006	present
Cakes by Karen		Bakery Duties	2005	2006
David's Bridal		Sales	2002	2003
	1			

Sales

1991

2002

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

NAME:

Sebestyen

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Janice

(Last)	(First)	(Middle)
NAME OF INSTITUTION:	Brown Mackie College - Merrillville	
	Names of Courses Taught:	
American Constitutional Law Composition I, II		
Literature		
Spreadsheets I, II		
Introduction to Microcomputers	3	
	·	

Source of		Avec av Cubic et ef	Period of Attendance	
Training/Education	Location	Area or Subject of Training/Education	From:	To:
Purdue University	Hammond, Indiana	MA, History	1997	2000
Purdue University	Hammond, Indiana	BA, History Minors - English, German	1995	1997
College of DuPage	Glen Ellyn, Illinois	AA - Child Development	1987	1989
Franklin College	Franklin Indiana	Math, Secondary Education	1985	1987
Ammliaalda			Employme	nt Period
Applicable		Exact Nature of		
Applicable Experience	Location	Exact Nature of Experience	From:	
	Location Hammond, Indiana	Experience Taught American & World		To: 2002
Experience		Experience	From:	То:
Experience Purdue University	Hammond, Indiana	Experience Taught American & World History, & Political Science	From: 1997	To: 2002

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

NAME:	vviillams	Donna	Gail
	(Last)	(First)	(Middle)
		, ,	
NAME OF INSTITUTION:		Brown Mackie College - Merrillville	
117 11112 01	into into incit.	Brown Mackle College - Merrillville	
		Names of Courses Taught:	
		Names of Courses raught.	
Profession	al Development		
			4441
Business (Communication		
Litoroture			
Literature		***************************************	
Composition	on 1		
Compostio	on 2		
Ethics			
			-
Effective P	ublic Speaking		
Transitiona	al English		

Source of		Area or Subject of	Period of	Attendance
Training/Education	Location	Area or Subject of Training/Education	From:	To:
B.A	Purdue University - Calumet	Elementary Ed.	8/1990	5/2000
Masters Degree	Purdue University - Calumet	Elmentary Ed.	5/2000	5/2004
Reading Endorsement	Purdue University - Calumet	Reading	5/2000	8/2001
A !			Employme	ent Period
Applicable Experience	Location	Exact Nature of Experience	Employme From:	ent Period To:
• •	Location Irving School Hammond			
Experience		Experience	From:	То:
Title I Reading	Irving School Hammond	Title I Teacher	From: 8/2002	To: 6/2003

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

NAME:

Woynaroski

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Amy

Jane

(Last)		(First)	(Middle)	
NAME OF INSTITUTI	ON: Brown Mack	kie College - Merrillville		
	Names of C	Courses Taught:		
College Algebra				
	•			
			~	
		-		
Source of		Area or Subject of	Period of	Attendance
Training/Education	Location	Training/Education	From:	To:
Bachelors of Science	Purdue University - Calumet, Hammond	Mathematics	8/2001	5/2006
Applicable		Exact Nature of	Employme	nt Period
Experience Teaching	Location	Experience Breakdown : Math and	From:	To:
Teaching, Paraprofessional	Lake Station Schools	Reading	8/2006	6/2007
			- William and an analysis and	